


Reports for SATERN/SkillSoft Administrators

SkillPort Reports

These Reports are currently available to SkillPort Administrators:

Address  https://nasa.skillport.com/SkillPort/spadminrunreport.do?selectedTab=Reports&offset=300

SkillPort Administrator

Home

System

Presentation

Management

Reports

Run Report

View Reports

Reports >> Run Report

Note: All course times are reported in Greenwich Mean Time (GMT/UTC).

Report Title

Description

[Full Course Listing Report](#)

List of all available courses

[Course Completion Report](#)

Courses completed during specified date range

[Custom Report](#)

Generate report based upon specified options

[User Activity Report](#)

Displays activity report for all users

[Miscellaneous Activity Reports](#)

Displays Miscellaneous activity

[Course Activity Report](#)

Displays activity for a set of courses

[Executive Overview Report](#)

Displays ROI (Return on Investment) related details as they apply to the usage of SkillSoft products

[Course Utilization Report](#)

Displays overall usage statistics for all courses

[User Listing by Group Report](#)

List of all groups and users

[Course Evaluation Report](#)

Generate course evaluation report based upon specified options

[Non-Participating Users Report](#)

List of all users having no course activity

[KnowledgeCenter Report](#)

Summary and Detailed reports about KnowledgeCenter access

[Learning Program Report](#)

Summary and Detailed reports about Learning Program progress

SATERN Equivalent Reports

SkillPort Report	SATERN Equivalent	SATERN Standard Report Section	Comments/Tips
Full Course Listing Report	Item List Item Data	Reference Reports Item & Curriculum Reports	Item Data includes additional info. such as Summary, Design Data, Custom Fields, etc.
Course Completion Report	Learner Item Status	Learner Reports	Type SKILLSOFT in the Domain field and Search to filter all SkillSoft Items for the report, or filter on specific items by searching on Item Title or ID. May filter on Completion Date.
Custom Report	Custom Reports	Custom Reports	New custom reports must be created by the NSSC. You must provide the specific data fields to be included in the report.
User Activity Report	Learner Online Item Status	Learner Reports	Type SKILLSOFT in the Domain field and Search to filter all SkillSoft Items for the report, or filter on specific items by searching on Item Title or ID. May filter on Completion Date. Does not include assessment data.
Miscellaneous Activity Reports	Not Available	N/A	May need a Custom Report.
Course Activity Report	Learner Online Item Status	Learner Reports	Filter by item. Does not include assessment data.
Executive Overview Report	Not Available	N/A	May need a Custom Report.
Course Utilization Report	Learner Online Item Status	Learner Reports	Export results to Excel pivot tables.

SkillPort Report	SATERN Equivalent	SATERN Standard Report Section	Comments/Tips
User Listing by Group Report	Learner Online Item Status Learner Learning Needs Learner Learning Plan	Learner Reports	The Learner Online Item Status Report will show you all Learners that have accessed SkillSoft items. The Learning Needs and Learning Plan Report will show you Learners who have SkillSoft Items on their Learning Plan.
Course Evaluation Report	Learner Exam/Survey Data	Learner Reports	SkillSoft Items do not currently have course evaluations in the content structure.
Non-Participating Users Report	Not Available	N/A	This report may not apply to SATERN, since any Learner has the ability to launch SkillSoft Items.
Knowledge Center Report	Not Available	N/A	Knowledge Centers will not be in SATERN. The items that make up Knowledge Centers in SkillPort will fall under the appropriate SkillSoft Subject Area in SATERN.
Learning Program Report	Learner Curriculum Item Status Curriculum Data	Learner Reports Item & Curriculum Reports	Learning Programs are replaced by Curriculum in SATERN.